



The U.S. Department of Justice, Office of Justice Programs (OJP), [Community Capacity Development Office](#) (CCDO) is pleased to announce that it is seeking applications for funding Operation Weed and Seed. This program furthers the Department's mission by promoting an innovative comprehensive, multi-agency approach to combating violent crime, drug use, and gang activity in high-crime neighborhoods.

CCDO FY 09 Weed and Seed Program Guide and Application Kit: Continuation Sites

Eligibility

Applicants are limited to communities with an approved Weed and Seed designation.
(See "Eligibility," pages 2-3)

Deadline

Registration with GMS is required prior to application submission. (See "How to Apply," page 17)

The **GMS registration deadline is 4:00 p.m. eastern time** on Wednesday, January 21, 2009.
All **applications are due by 8:00 p.m. eastern time** on Wednesday, January 21, 2009.
(See "Deadline for Applications," page 2)

Contact Information

For assistance with the requirements of this solicitation, contact the CCDO at 202-616-1152.

This application must be submitted through OJP's Grants Management System (GMS) at <https://grants.ojp.usdoj.gov/>. For technical assistance with submitting the application, call the Grants Management System Support Hotline at 1-888-549-9901, Option #3.

Note: The GMS Support Hotline hours of operation are Monday – Friday from 7:00 a.m. to 9:00 p.m. eastern time.

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CCDO FY 09 Weed and Seed Program Guide and Application Kit: Continuation Sites

CDFA #16.595

Overview

The mission of the U.S. Department of Justice, Office of Justice Programs, Community Capacity Development Office (CCDO) is to work with local communities to design strategies for deterring crime, promoting economic growth, and enhancing quality of life. Operation Weed and Seed is a community-based initiative that encompasses an innovative and comprehensive multi-agency approach to law enforcement, crime prevention, and community revitalization. The legislation which establishes the program and the overseeing administrative office, the Office of Weed and Seed Strategies in conjunction with the Community Capacity Development Office, is Sec. 1121 of the Violence Against Women and Department of Justice Reauthorization Act of 2005, which amends Part A of title I of the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3712a & b). You may access the legislation (HR 3402) at: <http://thomas.loc.gov/>.

Operation Weed and Seed is foremost a strategy—rather than simply a grant program—that aims to prevent, control, and reduce violent crime, drug abuse, and gang activity in designated high-crime neighborhoods across the country. Weed and Seed sites range in size from several neighborhood blocks to a few square miles in urban settings, and can encompass larger areas in more rural settings and tribal lands. The strategy involves a two-pronged approach: law enforcement agencies and prosecutors cooperate in “weeding out” violent crime and drug abuse; and “seeding” brings human services to the area, encompassing prevention, intervention, treatment, and neighborhood revitalization. A community-oriented policing component bridges the weeding and seeding strategies. Officers obtain helpful information from area residents for weeding efforts while they aid residents in obtaining information about community revitalization and seeding resources.

Deadline: Registration

Applicants must register with GMS prior to applying. The **GMS registration deadline is 4:00 p.m. eastern time** on Wednesday, January 21, 2009.

Deadline: Application

All **applications are due by 8:00 p.m. eastern time** on Wednesday, January 21, 2009.

Eligibility

Only approved Weed and Seed Continuation Sites in good standing are eligible to apply for funding. Such sites have a CCDO-approved Weed and Seed strategy and consist of a coalition of community residents, local, county, and State agencies, Federal agencies, the private sector, Faith-Based and other Community-Based organizations. Current Weed and Seed sites should review the “List of Sites Approved to Apply for FY 2009 Continuation Funding” on the following pages to determine if they are eligible to submit an application.

Faith-Based And Other Community Organizations: Consistent with Executive Order 13279, dated December 12, 2002, and 28 C.F.R. Part 38, it is DOJ policy that faith-based and other community organizations that statutorily qualify as eligible applicants under DOJ programs are invited and encouraged to apply for assistance awards to fund eligible grant activities. Faith-based and other community organizations will be considered for awards on the same basis as other eligible applicants and, if they receive assistance awards, will be treated on an equal basis with all other grantees in the administration of such awards. No eligible applicant or grantee will be discriminated for or against on the basis of its religious character or affiliation, religious name, or the religious composition of its board of directors or persons working in the organization.

Faith-based organizations receiving DOJ assistance awards retain their independence and do not lose or have to modify their religious identity (e.g., removing religious symbols) to receive assistance awards. DOJ grant funds, however, may not be used to fund any inherently religious activity, such as prayer or worship. Inherently religious activity is permissible, although it cannot occur during an activity funded with DOJ grant funds; rather, such religious activity must be separate in time or place from the DOJ-funded program. Further, participation in such activity by individuals receiving services must be voluntary. Programs funded by DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.

If your organization is a faith-based organization that makes hiring decisions on the basis of religious belief, it may be entitled, under the Religious Freedom Restoration Act, 42 U.S.C. § 2000bb, to receive federal funds and yet maintain that hiring practice, even if the law creating the funding program contains a general ban on religious discrimination in employment. For the circumstances under which this may occur, and the certifications that may be required, please see the section titled, "Funding to Faith-based Organizations" on the "Other Requirements for OJP Applications" webpage at http://www.ojp.usdoj.gov/funding/other_requirements.htm.

Applicants are also encouraged to review the "Civil Rights Compliance" section on the "Other Requirements for OJP Applications" webpage, which can be found at the web address shown above.

American Indian Tribes and Alaska Native Tribes and/or Tribal Organizations: Applicants are limited to Indian tribes, for-profit (commercial) organizations, non-profit organizations, faith-based and community organizations, institutions of higher learning, and consortiums with demonstrated organization and community based experience working with American Indian and Alaska Native communities, including tribal for-profit (commercial) and nonprofit organizations, tribal colleges and universities, and tribal consortiums.

All tribal applications must be accompanied by a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal council or comparable government body. If the grant will benefit more than one tribal entity, a current authorizing resolution or other enactment of the tribal council or comparable government body from each tribal entity must be included. If the grant application is being submitted on behalf of a tribal entity, a letter or similar document authorizing the inclusion of the tribal entity named in the application must be included.

List of Sites Approved to Apply for FY 2009 Continuation Funding

TRACK I: The following Continuation Sites received Official Recognition (OR) designation by or before June 1, 2006. Utilize the Track I selection criteria on pages 20 - 22.

STATE	CITY/COUNTY	SITE NAME	SITE ID
ALABAMA	Montgomery	Central Montgomery	501
	Prichard	Main Street	581
ALASKA	Anchorage	Mountain View	558
	Anchorage	Russian Jack/Muldoon	500
	Fairbanks	Ringstad Park Neighborhood	580
ARIZONA	Flagstaff	Sunnyside	502
	Phoenix	Canyon Corridor	583
	Santa Cruz County	Nogales	503
	Tucson	29 th Street Coalition	504
ARKANSAS	Pine Bluff	Central Park Neighborhood	582
CALIFORNIA	Los Angeles	Harbor Gateway	510
	Modesto	Southwest/Paradise South	560
	Oakland	East Oakland-Elmhurst District	561
	Pomona	Pomona	505
	Sacramento	Oak Park	584
	Salinas	East Salinas	562
	San Francisco	Visitacion Valley	506
	San Jose	East San Jose	511
CONNECTICUT	Hartford	Upper Albany/Clay-Arsenal	563
	Willimantic	Willimantic	513
DELAWARE	Wilmington	Price's Run Neighborhood	565
DISTRICT OF COLUMBIA	Washington	Frederick Douglass Memorial	585
	Washington	Northwest	564
FLORIDA	Belle Glade	Southwest Belle Glade	545
	Daytona Beach	Old Town/New Town	515
	Hallandale Beach	Palms of Hallandale Beach	587
	Homestead	Duplex City	586
	Palatka	Northside	514
	St. Augustine	West Augustine Community	566
	St. Petersburg	Childs Park	516
GEORGIA	Atlanta	Vine City	517
	Marietta	Franklin Road Area	588
HAWAII	Hawaii County	Pahoa/Kaohe Homest	518
ILLINOIS	Rockford	Rockford	589
INDIANA	Gary	University Park/Glen Park	567
	Indianapolis	Martindale-Brightwood	590
IOWA	Cedar Rapids	Central	519
KANSAS	Kansas City	Kansas City	520
KENTUCKY	Louisville	Newburg	568
LOUISIANA	Alexandria	Area 4-South Alexandria	591
MARYLAND	Baltimore	South Baltimore	592
	Silver Spring	NW Park/Oakview	569

STATE	CITY/COUNTY	SITE NAME	SITE ID
MASSACHUSETTS	Brockton	Campello	522
	Fall River	Maple Gardens	547
	Holyoke	E. Beech Street	549
	New Bedford	New Bedford	550
	N. Dorchester	Washington Street Corridor	521
	Springfield	Springfield	551
MICHIGAN	Grand Rapids	Central City	544
MISSISSIPPI	East Biloxi	D'Iberville	523
MISSOURI	St. Louis	Hamilton Heights/West	570
NEVADA	Reno	Southeast	526
NEW JERSEY	East Orange	Memorial Park	596
	Irvington	Irvington	548
	Millville	Center City	572
	Trenton	Greater Donnelly	597
NEW YORK	Buffalo	Lower Eastside	598
	Poughkeepsie	Northside	573
	Rome	Rome	599
	Roosevelt	Uniondale	552
	Schenectady	Southend	528
	Troy	Waterfront/South Troy	600
	Yonkers	3 rd Precinct	553
	Wyandanch	Straight Path Corridor	529
NORTH CAROLINA	Asheville	West Riverside Community	595
	Charlotte	Central Avenue Corridor	524
	Henderson	Henderson/Vance	594
	High Point	Expanded Core City	525
	Raleigh	Thompson-Hunter Partnership	556
	Shelby	Northeast	593
	Statesville	South Statesville	571
OHIO	Canton	Central Canton	602
	Cleveland	Central/Westside	554
	Cleveland	Mt. Pleasant	603
	Dayton	Southeast	535
	Hamilton	2 nd & 4 th Wards	532
	Toledo	North River	531
	Toledo	Toledo West	530
	Youngstown	Northside	601
OKLAHOMA	Oklahoma City	Classen Ten Penn	536
OREGON	Portland	Mt. Hood Coalition	555
PENNSYLVANIA	Bristol	Bristol	546
	Coatesville	Coatesville	537
	Lancaster	Lancaster	557
	Philadelphia	26 th District	574
	Philadelphia	North Expansion	533
	Philadelphia	West Expansion	534
	Pittsburgh	Lawrenceville	604
	Upper Darby	Upper Darby	605
RHODE ISLAND	Providence	Olneyville/Hartford	538

STATE	CITY/COUNTY	SITE NAME	SITE ID
SOUTH CAROLINA	North Charleston	North Charleston	606
	Rock Hill	Urban Rock Hill	575
TENNESSEE	Humboldt	Central City	576
	Kingsport	Kingsport	543
TEXAS	Austin	Central East	579
	Dallas	Ferguson Road Initiative-2 Points	577
	Dallas	Pleasant Grove	578
	Dallas	West Dallas	540
	Marlin	Central South	539
VIRGIN ISLANDS	St. Thomas	Estate Bovoni/Tutu Hi-Rise	541
WISCONSIN	Milwaukee	Historic Clarke Square	607

The following **unfunded** sites received Official Recognition (OR) designation by or before June 1, 2006. The applicants must follow the Track I selection criteria on pages 20 – 22.

STATE	CITY/COUNTY	SITE NAME	SITE ID
ARIZONA	Winslow	Southwest Navajo Nation	559
CALIFORNIA	San Francisco	Hunter's Point	507
NEW YORK	Albany	Albany Expansion	527

TRACK II: The following Continuation Sites received Weed and Seed Community (WSC) designation effective October 1, 2007 and beyond. Utilize the Track II selection criteria on pages 23 – 26.

STATE	CITY OR COUNTY	SITE NAME	SITE ID
ALABAMA	Mobile	Crichton/Toulminville Area	646
ARIZONA	Phoenix	Maryvale Community	608
CALIFORNIA	Fresno	Central Fresno	647
	Long Beach	Long Beach Police Beats 4 & 5	609
	Tulare County	Cutler-Orosi	610
	Vallejo	West Vallejo/Sonoma Boulevard Corridor	648
CONNECTICUT	Bridgeport	Enhanced Hollow Neighborhood	611
DISTRICT OF COLUMBIA	Washington	Far Northeast Corridor	612
FLORIDA	West Palm Beach	Gramercy Village	613
GEORGIA	Atlanta	English Avenue	614
	Brunswick	Brunswick	615
ILLINOIS	Aurora	West Aurora Community	616
	Chicago	Englewood Community	617
	Chicago	Garfield Park Community	618
	Rockford	Kishwaukee Corridor	619
	Decatur	Decatur Near North Side	620
INDIANA	Anderson	Central Anderson	622
	Indianapolis	CAFE' (Community Alliance of the Far Eastside)	649
	Indianapolis	Eagledale-Lafayette Square	621
	Lafayette	Downtown Lafayette	623

STATE	CITY OR COUNTY	SITE NAME	SITE ID
	Muncie	Muncie	650
	South Bend	Northwest	651
KENTUCKY	Louisville	Shawnee Neighborhood	652
MICHIGAN	Baraga	Keweenaw Bay Indian Community	624
	Detroit	Southwest Detroit	626
	Flint	Flint-Downtown District	653
	Hamtramck	Hamtramck Community Initiative	625
	Saginaw	Saginaw East-Side	654
MISSOURI	Independence	Englewood	627
MONTANA	Great Falls	Lower North/Black Eagle	628
NEBRASKA	Omaha	Northeast Omaha	632
NORTH CAROLINA	Lumberton	North/West Lumberton	629
	Winston-Salem	Twin City East-West Partnership	630
	Jacksonville	New River-Davis Street Corridor	631
OHIO	Canton	Northeast Canton	655
	Dayton	Dayton Northwest	633
OKLAHOMA	Muskogee	Muskogee Together	656
OREGON	Molalla	Greater Molalla/Mulino	634
	Clatskanie	Clatskanie/Westport	635
	Woodburn	Woodburn	636
PENNSYLVANIA	Pittsburgh	West End	637
	York	Safer York	657
SOUTH CAROLINA	Spartanburg	Northside Community	638
TENNESSEE	Chattanooga	East Chattanooga	639
	Johnson City	Central City Community	640
TEXAS	El Paso	Chamizal Neighborhood	658
	Houston	Near Northwest Houston	659
	Houston	West Houston	641
	San Antonio	Lincoln Heights/West End	642
	Corpus Christi	Corpus Christi South East	643
WASHINGTON	Kent	East Hill Corridor	644
	Lakewood	Northeastern Neighborhoods	660
WEST VIRGINIA	Huntington	Fairfield Neighborhood Strategy Area	661
WYOMING	Casper	Central Casper	645

Program-Specific Information

The Role of the U.S. Attorney: The U.S. Attorney plays a central role in organizing the Steering Committee and bringing together communities with other Weed and Seed participants. The U.S. Attorney's Office provides leadership in joint law enforcement operation planning and implementation, and ongoing involvement in the Steering Committee and other activities. The U.S. Attorney's role includes, but is not limited to, the following: 1) convening/co-chairing the Steering Committee and overseeing the law enforcement strategy; 2) serving in a voting capacity on the Steering Committee; 3) submitting a letter of recommendation to the CCDO director certifying that a developing Weed and Seed site area suffers from consistently high levels of crime or otherwise is appropriate for such designation; 4) approving requests to use the U.S. Attorneys' Fund for Weed and Seed activities; and 5) approving a site coordinator/director candidate before he/she is hired.

Maintaining Best Programs and Providing Training: Weed and Seed Continuation Sites are offered funding to maintain their best programs so that they can improve coordination in planning and implementing their own Weed and Seed strategy and serve as examples for other sites, including those developing their strategies. However, sites are expected to develop a sustainability strategy which involves the use of other existing local, state, tribal, and/or Federal resources to maintain these best programs after the life of the grant. Sites are encouraged to provide training for other sites in a mutually acceptable manner—through regional networking; by hosting visits by members of new and developing sites seeking training; providing personnel who provide training at regional and/or national Weed and Seed training conferences; or by hosting training conferences to which other sites will be invited. Also, each site is encouraged to provide training in the Weed and Seed strategy to other neighborhoods in its local area, upon request, to help those other neighborhoods to replicate the Weed and Seed strategy.

Achieving Efficiency and Sustainment through Coordination with Other Resources: Coordination of resources is an essential part of using funds efficiently and in a manner that will sustain the project for the long term, after initial, start-up funding from CCDO expires. Weed and Seed sites are encouraged to coordinate with other Department of Justice programs that may be underway in your locality, especially Project Safe Neighborhoods (www.psn.gov/) and the Prisoner Reentry Initiative (www.ojp.usdoj.gov/reentry) from the outset, and include that coordination in their Weed and Seed strategic plan. The strategic plan should also encompass related community development efforts, and Federal funding sources (e.g., Department of Justice funds, Department of Housing and Urban Development funds, Department of Health and Human Services funds, Department of Education funds); as well as state, local, tribal, and private resources. In addition, U.S. Attorneys' offices can assist communities through "Weed and Seed" Federal real property transfers. Coordination among Federal agencies can be facilitated through the Federal Executive Boards (web site: www.feb.gov/). Further information on Federal agencies and their programs that may be of interest to Weed and Seed sites can be accessed at www.whitehouse.gov/government/fbci/grants-catalog-index.html and in *The Guide to Federal Resources for Weed and Seed Communities*, available on the OJP web site at www.ojp.usdoj.gov/ccdo/pub/welcome.html. Further, sites are encouraged to explore other Federal resources supportive of their strategic plans through www.grants.gov. Through this web site, organizations can electronically find and apply for competitive grant opportunities from all Federal grant-making agencies, and they also may register to receive e-mail notifications of new grant postings.

Program Policies

- **DEA Involvement.** All Weed and Seed Steering Committees must include the active involvement of the Drug Enforcement Administration's (DEA) special agent in charge, or designee, for the jurisdiction encompassing the designated community, as well as other Federal law enforcement agencies operating in the vicinity. The DEA special agent in charge, or designee, must serve on the Steering Committee in a voting capacity.
- **Expanded U.S. Attorney Role.** The U.S. Attorney, or designee, must serve as a voting member of the Weed and Seed Steering Committee.
- **Additional Requirement Specific to Measuring Sustainability.** In order for CCDO to assess Weed and Seed sites' leveraging and sustainability efforts during their 5-year strategy implementation, Weed and Seed funding applicants are required to identify other funding sources. "Other funding" is defined as coordinated and leveraged public or private funds coming into the jurisdiction--not limited to the Weed and Seed fiscal agent--that are directed, in whole or in part, towards the Weed and Seed designated area(s). By the end of the 5-year funding eligibility period, leveraged funding should equal or exceed \$875,000. The other funding sources and amounts need to be clearly listed and discussed in the Sustainability section of the program narrative.
- U.S. Attorneys are requested to coordinate Project Safe Neighborhoods (PSN) and Weed and Seed efforts to the fullest extent possible. For example, the crime analysis done for PSN should inform the law enforcement strategy for Weed and Seed sites; and the coordination and community outreach structures for Weed and Seed should be used as a platform to advance PSN.
- CCDO requires that each site have an overall Weed and Seed Coordinator (for those Officially Recognized) or Director (for WSCs). It is strongly recommended that this be a full-time position, to be funded through reallocation of existing site resources and/or CCDO grant funds. For sustainability purposes, it will be necessary that prior to the conclusion of the grant period, this position be supported via resources other than the Weed and Seed grant.
- A background check is required for all Weed and Seed site coordinators/directors. In addition, the U.S. Attorney must give approval of a candidate for the position before he/she may be hired. A list of final candidates for the coordinator/director position must be delivered to the U.S. Attorney 15 days before the hiring decision is made.
- All sites are required to have Internet capability to be able to apply for grant funds through OJP, facilitate communication with CCDO, and support other site activities, and may use their grant funds for this purpose. Sites that do not have an Internet account established can contact the GMS Hotline at (888) 549-9901 for assistance in creating an account.
- Applicants are encouraged to invest Weed and Seed funds in the improvement of their crime analysis and resource mapping capacity.

As a condition of award, Weed and Seed sites must comply with the following after acceptance of the FY 2009 award by the grantee:

- **Steering Committee Policies and Procedures.** The site must submit to CCDO current policies and procedures adopted by the Steering Committee within 90 days of the adoption. Any changes to these policies and procedures must be submitted throughout the grant term as those changes are adopted. For guidance, see the sample Steering Committee Policies and Procedures in the *Training and Supplemental Materials for 2009 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html.
- **Mini-grants (Sub-grants) Procedures.** Sites intending to award mini-grants (sub-grants) must ensure that those mini-grant awards will be made for criminal justice purposes. Mini-grants made for anything other than criminal justice purposes will be deemed unallowable expenses. "Criminal justice" is defined as "activities pertaining to crime prevention, control, or reduction, or the enforcement of the criminal law, including, but not limited to, police efforts to prevent, control, or reduce crime or to apprehend criminals, including juveniles, activities of courts having criminal jurisdiction, and related agencies (including but not limited to prosecutorial and defender services, juvenile delinquency agencies and pretrial service or release agencies), activities of corrections, probation, or parole authorities and related agencies assisting in the rehabilitation, supervision, and care of criminal offenders, and programs relating to the prevention, control, or reduction of narcotic addiction and juvenile delinquency."

Prior to the announcement of Request for Proposals, the grantee is required to obtain approval from CCDO of the site's mini-grant process. The grantee must provide CCDO with documentation of the mini-grant procedures for award and management. The procedures must include a clear description of the award process, the areas (not necessarily the recipients) included, and the specific activities that the awards will fund. Primary recipients must comply with the requirements of the OJP Financial Guide. Sub-recipients must comply with State laws and procedures (if applicable), OMB Circulars, and Government-wide common rules specific to the organization type.

Further guidance and examples of acceptable mini-grant programs can be found in the *Training and Supplemental Materials for 2009 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html.

- **Safe Havens.** A Safe Haven is a multi-service center where a variety of youth and adult services are coordinated in one or more highly visible, accessible facilities that are secure against crime and illegal drug activity. Since Safe Havens are a key element of the Weed and Seed strategy, all sites are required to have at least one Safe Haven. Sites must locate the Safe Haven(s) within the designated Weed and Seed area, or request and justify an exception as part of the grant application. For additional guidance on Safe Havens, see the *Weed and Seed Implementation Manual*, which can be downloaded from www.ojp.usdoj.gov/ccdo/pub/welcome.html.
- **Background Screening Requirement for Staff Working with Children (including Site Coordinators or Directors).** Screening of people working with children is an important element of managing a Safe Haven and other youth-focused activities and is required by a special condition of the Weed and Seed grant. Sites must develop written protocols to screen all staff that work with children, including the site coordinator or director.

Guidance on developing and implementing background screening protocols can be found in the Weed and Seed memorandum dated November 5, 2002. Additional guidance also can be found in the Weed and Seed memorandum dated December 30, 2003, "Guidelines for the evaluation of information obtained in state and national criminal background checks on employees and volunteers who work with or have responsibilities over children, the elderly, and individuals with disabilities at Weed and Seed Sites," located in the *Training and Supplemental Materials for 2009 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html. Also reference "Guidelines for the Screening of Persons Working with Children, the Elderly, and Individuals with Disabilities in Need of Support," published by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) in April 1988, NCJ 167248, which can be requested from OJJDP's Clearinghouse by calling (800) 638-8736.

Accessing Technical Assistance (TA) and Training. Technical assistance and training are designed to equip Weed and Seed sites with the tools to enhance the work they are doing on their strategies and to strengthen their communities. Weed and Seed sites can submit a written TA request asking CCDO to pay for on-site technical assistance or training. Additionally, to assist CCDO in planning appropriate TA and training services, all Continuation applicants must complete the Technical Assistance Assessment form provided in the *Training and Supplemental Materials for 2009 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html.

Further information about Weed and Seed technical assistance and training can be accessed at www.ojp.usdoj.gov/ccdo/training/welcome.html. Sites also should take advantage of training supported by other Federal grants; e.g., the training provided by the Regional Community Policing Institutes supported by the DOJ COPS Office (access the "Training" link under "News & Events" at the COPS web site: www.cops.usdoj.gov/).

- **National Evaluation.** Sites must agree to cooperate with any local or national evaluation under the auspices of DOJ during the course of the grant period.
- **Local Evaluation.** Sites are expected to perform a local evaluation. All sites are encouraged to develop an arrangement with an academic or analytic partner to analyze their crime problems and evaluate the site's strategy and programs. At a minimum, each site must have in place a plan to measure the success of its strategy and programs.

Technical assistance can be requested by sites under the site-driven technical assistance system to help plan for these local evaluations. In addition, sites may call upon their state's Statistical Analysis Center (SAC) for assistance. The Justice Research and Statistics Association (202-842-9330) can help connect sites with their SAC.

Sites are encouraged to review *Evaluating a Weed and Seed Strategy* (NCJ 191723), a step-by-step approach to a comprehensive local Weed and Seed evaluation. The publication is available in PDF and text formats on the CCDO website at www.ojp.usdoj.gov/ccdo/pub/welcome.html. Guidance on local evaluation also can be obtained from the OJP Bureau of Justice Assistance's Center for Program Evaluation: www.ojp.usdoj.gov/BJA/evaluation/.

Funding Policies

Funding under this solicitation is subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. Therefore, the “bell curve” funding projection will not be followed in the FY 09 Continuation solicitation. All eligible Weed and Seed sites may apply for up to **\$175,000** in Weed and Seed funding.

Sites will be eligible to apply during the FY 2009 funding cycle **only** if all of the following criteria are met:

- The site received Weed and Seed designation after May 31, 2004, ***or*** the site is otherwise approved under the *Impact of New Weed and Seed Funding Policy* memorandum, dated May 17, 2005).
- The site is in good financial standing with a low unobligated balance of funds.
- The site is in good programmatic standing.

Amount and Length of Awards: All Weed and Seed awards will last for 12 months. At least 50 percent—but no more than 60 percent—of any Continuation site’s total grant award must be used for “weeding,” including community policing.

Match Requirement: A grant made under this program may not cover more than 75 percent of the total costs of the project being funded. The applicant must identify the source of the 25 percent non-federal portion of the budget and how match funds will be used. ***Applicants may satisfy this match requirement with either cash or in-kind services.*** The formula for calculating match is:

Award amount = Adjusted Project Costs X Recipient’s share = required match
Federal Share

Example: 75/25% match requirement

For federal award amount of \$175,000, match would be calculated as follows:

\$175,000 = \$233,333 X 25% = \$58,333 match

75%

Matching funds are restricted to the same uses of funds as allowed for Federal funds. The match requirement can be satisfied with either cash or in-kind services. An in-kind match must be documented in the same manner as grant-funded activities. The cost of activities counted as match must be directly related to the project goals and objectives, and should be included as part of any evaluation or assessment. The budget details and budget narrative must identify the source of the 25 percent non-Federal portion of the budget, and provide details about how the matching funds will be used. (See the sample budget in the *Training and Supplemental Materials for 2009 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html.) The [OJP Financial Guide](#) provides additional information on the types and sources of match funds.

Note: Indian tribes may use Federal funds as match.

Limitations on Weed and Seed Funding: A Weed and Seed site may not receive grants for a period of more than 5 separate fiscal years or in an aggregate amount of more than \$1,000,000.

Limit on Funding per Jurisdiction: CCDO has a limit on funding equal to 3 Federal Weed and Seed-funded sites per city or county within a given fiscal year. If a city includes counties, the limit applies to the city; if a city has a population of over 5 million, the limit is 4 Federal Weed and Seed-funded sites. Other sites within the jurisdiction may have Official Recognition status.

Travel and Training Funds: Each Weed and Seed site can budget up to a maximum of \$7,500 in grant funds for CCDO-sponsored conferences and training expenses and local mileage. A site must obtain prior approval from their program manager prior to any use of travel funds outside of CCDO-sponsored travel related expenses.

Weeding Funds: At least 50 percent—but no more than 60 percent—of the “total award” (e.g., at least \$87,500 of \$175,000) must be used to support weeding activities, which may include community policing activities. The funds must support the approved weed strategy and should provide primarily innovative and creative programs and activities as weeding efforts. Other Weeding purposes include Adjudication, Parole and Probation, Corrections, Code Enforcement, Prosecution, Alternatives to Incarceration, etc.

Limit on Overtime Payments: The applicant must not allocate more than half of the weeding portion to law enforcement overtime. In addition, Weed and Seed program policy limits maximum reimbursement for overtime to law enforcement officers employed by state and local agencies at a rate equivalent to \$13,245 (25 percent of a GS-10, Step 1) **per officer**, per year. This limit on reimbursement does not affect the actual pay rate set by the parent agency for its state/local officers: the parent agency should still pay officers at its own rate, whether or not the Federal reimbursement covers the full amount.

Funding Restrictions on Base Pay Support for Law Enforcement: CCDO does not allow use of its funding for law enforcement base pay. However, on a case-by-case basis CCDO will consider allowing Weed and Seed funding to be used for sworn law enforcement patrol officer base pay when the following minimum criteria are demonstrated by applicants:

- 1) Use of federal funds does not supplant existing state, local or tribal law enforcement funding; and,
- 2) Size of the proposed site jurisdiction’s sworn law enforcement force is below nationally established norms; or,
- 3) Number of sworn law enforcement officers per square mile is below national norms for rural communities.

Applicants meeting the above must in addition provide a justification to explain why they are below nationally established norms (See Law Enforcement Base Pay Justification guidelines in the *Training and Supplemental Materials for 2009 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html).

Equipment Purchases: Equipment purchases identified in the budget must be justified by explaining why the purchase is necessary for the implementation of the Weed and Seed strategy. Specifically:

- 1) identify the applicable goal and/or objective served by the equipment,

- 2) what purpose does the equipment serve (describe the impact the purchase will have on achieving the desired outcome of the goal or objective [OR] describe the task conducted with the equipment in fulfilling the goal and/or objective), and
- 3) explain the gap in service or lack of resources that necessitates the use of grant funds for this purchase.

Note: Not more than 10% of the total award may be used per equipment item.

Safe Haven Van Purchase/Lease: Generally, lease of a van is preferable to purchase. Case-by-case review will be given to requests of grant funds for the purchase of a van to be used in conjunction with a safe haven.

Unallowable Costs: Grant funds will not be approved for the following (new items are in bold):

- Purchase of police patrol cars or community policing vans.
- **Privately- or department-owned vehicle maintenance (gas, oil, tires, and general repairs).**
- Safe Haven van maintenance.
- Guns (including gun buy-backs), ammunition, or tasers.
- Canines and any canine-related expenses.
- Construction, renovations, demolitions, repairs of any kind, or any related materials.
- Playground equipment.
- Mini-grants (sub-grants) that are not for criminal justice.
- **Entertainment, gifts, giveaways, incentives, or stipends.**
- Monetary awards or scholarships.
- Staff bus passes.
- Staff parking or staff mileage/transportation between home and the workplace.
- Promotion/Marketing costs in excess of \$3,000 per year.
- **Field trips for entertainment purposes and those that are not in direct support of a specific program or project.**
- Salary for an Administrative Assistant, except when assisting a Site Coordinator who manages more than one site.
- Indirect costs and/or administrative costs in excess of 10 percent of the grant.
- Segway Human Transporters.
- **Base salaries for police officers, except under certain justifiable circumstances as described in the funding section of this solicitation. Typically, only overtime payments are allowed within the limits defined by this solicitation.**
- DEFY Program Phase I and II combined costs in excess of \$10,000 per fiscal year.
- Police overtime for DEFY Program participation, as DEFY is a volunteer initiative.
- National Night Out and/or community day expenditures in excess of \$2,500 per year.

Revision of Grant Budgets: Once awarded, any proposed revision to a grant award must be accompanied by relevant excerpts from the Steering Committee minutes and the Steering Committee Chairperson's signature before CCDO will approve the proposed revision.

Performance Measures

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measure the results of their work. Additionally, applicants must discuss their data collection methods in the application. **Failure to report can result in the termination of CCDO's funding and the site's designation status.**

Performance measures for this solicitation are as follows:

Objective	Performance Measures	Data Grantee Provides
Enable communities to reduce violent and drug crime.	<p>Average change in key crime indicators in the Weed and Seed sites.</p> <p>Percent reduction in homicides per site funded under the Weed and Seed Program.</p> <p>Number of homicides per site.</p> <p>Percentage of sites including a multi-jurisdictional task force.</p> <p>Percentage of sites that have a prosecutor dedicated to trying firearms cases.</p> <p>Percentage of sites using 3 or more community policing activities.</p> <p>Number of drug arrests per site.</p>	<p>Number of homicides, robberies, aggravated assaults, burglaries, weapons offenses, and drug arrests in the Weed and Seed site.</p> <p>Number of homicides per site.</p> <p>Number of homicides per site.</p> <p>Number of sites including a multi-jurisdictional task force.</p> <p>Number of sites that have a prosecutor dedicated to trying firearms.</p> <p>Identification of foot/bike patrols, substations, crime watch, and participation in community meetings.</p> <p>Number of drug arrests per site.</p>
Strengthen community capacity to increase the quality of life.	Number of faith-based partnerships.	Number of faith-based grantees, sub-grantees, and representatives on the site Steering Committee.
Promote long-term community health and resilience.	Percent of sites that have secured other sources of funding.	Types and amounts of leveraged resources and in-kind contributions.

Promote the assessment and effectiveness of services provided in the site.	Percent of sites that conduct a local evaluation.	Methods to be used for reporting, monitoring, and assessing the local Weed and Seed strategy.
	Percent of site monitoring visits conducted against plan.	Cooperation in planning and conducting site monitoring visits.

Because the success of local Weed and Seed sites depends on sound strategic planning and decisions, CCDO **requires** the local WSC sites to identify site specific performance measures that will guide their own strategy development and implementation activities.

How to Apply

Grants Management System Instructions: Applications must be submitted through the online Grants Management System (GMS). To access the system, go to <https://grants.ojp.usdoj.gov>. We suggest that you begin the process a few weeks prior to the GMS registration deadline, especially if this is the first time you have used the system. Each application requires a separate GMS registration. **The GMS registration deadline for applications under this solicitation is 4:00 p.m. eastern time on Wednesday, January 21, 2009, and the application deadline is 8:00 p.m. eastern time on Wednesday, January 21, 2009.** For a step-by-step guide, visit <http://www.ojp.gov/gmscbt/> and refer to the section entitled "External Overview: Locating & Applying for Funding Opportunities." For additional assistance, please call the GMS Help Desk at **1-888-549-9901** from 7:00 a.m. to 9:00 p.m. eastern time. The *Training and Supplemental Materials for 2009 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html contains additional step-by-step guidance on using the Grants Management System.

Note: OJP will not review any application whose attachments are in Microsoft Vista or Microsoft 2007 format. Applications submitted via GMS must be in the following formats: Microsoft Word (*.doc), Word Perfect (*.wpd), PDF files (*.pdf), or Text Documents (*.txt). GMS is not yet compatible with Vista and cannot yet process Microsoft Word 2007 documents saved in the new default format with the extension ".docx." Please ensure the documents you are submitting are saved using "Word 97-2003 Document (*.doc)" format. Additionally, GMS does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip."

CFDA Number: The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.595, titled "Community Capacity Development Office."

A DUNS number is required: The Office of Management and Budget requires that all businesses and nonprofit applicants for Federal funds include a DUNS (Data Universal Numeric System) number in their application for a new award or renewal of an award. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving Federal funds. The identifier is used for tracking purposes and to validate address and point of contact information for federal assistance applicants, recipients, and sub-recipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Obtain one by calling 1-866-705-5711 or by applying online at <http://www.dnb.com/us/>. Individuals are exempt from this requirement.

Central Contractor Registration (CCR) is required: In addition to the DUNS number requirement, OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the Central Contractor Registration (CCR) database. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and sub-recipients. Organizations that have previously submitted applications via Grants.gov are already registered with CCR, as it is a requirement for Grants.gov registration. Please note, however, that applicants must update or renew their CCR registration at least once per year to maintain an active status. Information about registration procedures can be accessed at www.ccr.gov.

What an Application Must Include

Standard Form 424: Completion of the Overview information in GMS provides the information required to populate the SF-424, Application for Federal Assistance. Applicants must ensure that all data fields are filled. The Federal cognizant audit agency and fiscal year of the applicant organization should be listed in block 11 of the form. Applicants must ensure that the information for the authorizing official and alternate contact are filled out correctly. The authorizing official is the individual authorized to accept grant funds on behalf of your agency. If the individual applying online is not the authorizing official, that individual must list the authorizing official's name and contact information where appropriate.

Program Narrative: The program narrative describes the proposed Weed and Seed strategy and must respond to the following selection criteria as instructed on the pages that follow: Statement of the Problem, Program Design and Implementation, Capabilities and Competencies, and Impact/Outcomes and Evaluation/Plan for collecting Data for Performance Measures. The *Training and Supplemental Materials for 2009 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html contains examples for each section of the program narrative.

Budget and Budget Narrative: Applicants must provide a budget that complies with the funding guidance that begins on page 12 of this solicitation. The budget must be allowable, reasonable, and support the goals, objectives, and activities of the approved Weed and Seed strategy. The budget narrative must provide clear justification for all requested funds delineating a direct correlation to the scope of work. Applicants must submit a budget worksheet and budget narrative in one file. The OMB-approved Budget Detail Worksheet may be used as a guide to assist in the preparation of the budget and budget narrative. The Budget Detail Worksheet form is available at <http://www.ojp.usdoj.gov/forms.htm>. The *Training and Supplemental Materials for 2009 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html contains CCDO-specific instructions and samples to assist applicants in preparing the Weed and Seed budget and budget narrative.

Other Required Attachments: Other attachments are listed below. Any signed document that cannot be uploaded in an electronic format that displays signatures must be faxed to the GMS RightFax line at 202-354-4147. The GMS-assigned application number must be listed on the fax cover sheet and each page of the fax.

- (1) **Technical Assistance Assessment.** Complete the form provided in the *Training and Supplemental Materials for 2009 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html.
- (2) **Site Summary.** Follow the format provided in the *Training and Supplemental Materials for 2009 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html.
- (3) **National Directory Update.** Complete the form provided in the *Training and Supplemental Materials for 2009 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html.
- (4) **Signed U.S. Attorney Letter of Commitment** certifying that the Weed and Seed site suffers from consistently high levels of crime and that the U.S. Attorney's Office is actively involved in the site's ongoing implementation of its Weed and Seed strategy.
- (5) **Tribal Resolution, if applicable.** Each tribal applicant **must** submit a tribal resolution. If a tribal consortium is applying for resources, a tribal resolution must be provided by each

participating Indian tribe. If a non-tribal applicant partners with an Indian tribe, a tribal resolution must be included with the application to demonstrate tribal government's participation.

- (6) **Completed/Signed Accounting System and Financial Capability Questionnaire, if applicable.** This form is required of all new non-profit organization applicants that have no prior grants with any offices/bureaus within the Office of Justice Programs (download form from <http://www.ojp.usdoj.gov/funding/forms.htm>).
- (7) **Signed Confidential Funds Certification, if applicable.** Refer to the sample in Chapter 8 of the OJP Financial Guide at <http://www.ojp.usdoj.gov/financialguide/part3/part3chap8.htm>.

TRACK I SELECTION CRITERIA (pages 20-22)

**To be completed by Continuation Sites that
received Official Recognition (OR) Designation
by or before June 1, 2006.**

Track I Selection Criteria – Officially Recognized Sites

1. Statement of the Problem

Provide a summary describing the drug and violent crime problems currently affecting the designated site and emerging problems or significant changes in the level of a specific problem, such as gang activity, re-entry of ex-offenders into the community, firearms usage, burglaries, motor vehicle thefts, etc. ALL claims must be substantiated with current statistical data. Also briefly describe the current resource needs and service gaps. Reference the site's OR for specifics and update the statistics where applicable. Statistical data should not be more than 2 years old.

2. Program Design and Implementation

Scope of Work: This section outlines the scope of work for the next 12 months. Identify what cycle or year this scope of work will encompass (e.g., Year 3 of the 5-year cycle), and based upon the analysis provided in the "Statement of the Problem," provide the following information in a separate chart for each of the four Weed and Seed strategy components:

Summary of each component's overall Strategy: Using no more than three (3) sentences, state the overall strategy for the component.

Goal(s): Taken from your original Official Recognition Strategy (OR) or revisions thereto. What is the status of this goal? Specify the stage the site is in for achieving/completing this goal.

Objective(s): Taken from your original OR or revisions thereto. What is the status of this objective? Specify the stage the site is in for achieving/completing this objective.

Activity/Task/Project(s): What specifically will be conducted during Year X (enter the year your site is in relative to the 5-year cycle) to achieve said objective. Identify efforts underway and any new efforts or programs, including both Weed and Seed-funded and non-Weed and Seed-funded efforts, which will respond to the issue. Emphasis should be placed on activities that represent collaborative efforts among various federally and non-federally funded programs, especially any jointly funded programs, whether or not they are funded under the Weed and Seed Program.

Implementation Plan: When will this activity/task/project begin, and what is the anticipated completion date of this activity/task/project? Name responsible/implementing party for the activity/task/project.

Outcome Measure(s): What standard of measurement will be utilized to assess the progress toward this goal or objective based upon the activity/task/project conducted during this 12-month period? Focus on the **results** ("outcomes") you intend to achieve and how those results will be measured.

Funding Support: Identify the source(s) of funding to support the activities including non-Weed and Seed funds. Also, identify the section in the budget detail that reflects the Weed and Seed funds allocated in support of the activities.

3. Capabilities and Competencies

a. Management and Organizational Capability: The discussion must include the following: a) A brief statement defining the role and responsibility of the fiscal agency; b) A brief statement defining the role and responsibility of the Steering Committee; c) **A list clearly identifying each member of the Steering Committee, including name,**

title, organization, phone number, and contribution to furthering the goals and objectives of the Weed and Seed strategy; d) An organizational chart that includes reporting sequence for site coordinator; and e) Description of the process by which a program is chosen to be funded, and how decisions are ratified by the Steering Committee.

b. Coordination

The Federal Role: Provide a brief narrative describing the activities the U.S. Attorney's Office and other Federal agencies will lead or participate in.

Collaborations: List and describe the strategy's current collaborations among agencies, organizations, residents, non-profits, and other stakeholders. ***The discussion should include whether or not the designated area falls within a Federal, state, or local Empowerment Zone (EZ), Enterprise Community (EC), Renewal Community, Hope VI (HUD), or Brownfields (EPA) area. Additionally, if applicable, please discuss specific coordination with Project Safe Neighborhoods (DOJ), Drug-Free Communities (SAMHSA), and the State Department of Corrections and/or Juvenile Justice Agency in the implementation of the Prisoner Reentry Initiative (PRI) funded in your state.*** The summary should include the name of participating agencies/entities, name of agency representative, activities conducted by the agency that contribute to the achievement of Weed and Seed goals and objectives, funding contribution, and in-kind resources.

4. Impact/Outcomes and Evaluation/Performance Measures Data Collection Plan

a. Strategy Assessment: Describe methods to be used for tracking, monitoring, and reporting progress, and evaluating the strategy. Focus on the **results** ("outcomes") you intend to achieve and how the achievement of each result will be objectively measured and reported in accordance with the performance measures and GPRA requirements. The *Training and Supplemental Materials for 2009 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html contains instructions to assist applicants in the preparation and submission of the GPRA.

b. Sustainability: There is no guarantee of continuation funding. Therefore, applicants are required to include a statement describing in detail their capacity to continue the strategy after Weed and Seed funds are no longer available. ***In addition, Weed and Seed funding applicants are required to identify other funding sources. By the end of the 5-year funding eligibility period, leveraged funding should equal or exceed \$875,000.***

5. Budget

See "Budget and Budget Narrative" section on page 18 for a description of the budget requirements.

TRACK II SELECTION CRITERIA (pages 23-26)

**To be completed by Continuation Sites with
Weed and Seed Community (WSC) designation
effective October 1, 2007, and beyond.**

Track II Selection Criteria – New Weed and Seed Communities (WSCs)

WSCs must provide information, report on activities and describe future plans within the context of approved Weed Effort(s) and Seed Efforts(s) reached in agreement with CCDO.

1. Statement of the Problem

Describe the drug and violent crime problems currently affecting the designated site, together with emerging problems or significant changes in the level of a specific problem, such as gang activity, re-entry of ex-offenders into the community, firearms usage, burglaries, motor vehicle thefts, etc. ALL claims must be substantiated with current statistical data. Also briefly describe the current resource needs and service gaps. Reference the site's initial WSC application for specifics and update the statistics where applicable. Statistical data should not be more than 2 years old.

2. Program Design and Implementation

a. Description of Efforts: A minimum of two efforts (i.e., one Weed and one Seed) must be fully described and sustainability accounted for at the end of the first two fiscal years of development by the Weed and Seed site.

Efforts are the overarching themes within which all plans are to be configured. The elements of a site's strategic efforts should be inter-related and part of an overall strategy that will reduce crime, increase public safety, and improve the neighborhood. The Weeding efforts of a strategy must be about addressing and reducing crime and must complement the Seeding strategy efforts.

The following matrix sets forth expected reporting relationships:

Efforts	equate to	Goals
Programs	equate to	Objectives
Activities	equate to	Tasks

Weed efforts will contain Law Enforcement and Community Policing strategies Seed efforts will contain prevention, intervention and treatments and neighborhood restoration strategies.

b. Scope of Work: This section outlines the scope of work for the next 12 months. Based upon the analysis provided in the "Statement of the Problem," provide the following information in a separate chart for each Weed and Seed strategy effort:

Summary of each component's overall Strategy: Using no more than three sentences, state the overall strategic effort.

Goal(s): Taken from your original WSC application or revisions thereto. What is the status of this goal? Specify the stage the site is in for achieving/completing this goal.

Objective(s): Taken from your original WSC application or revisions thereto. What is the status of this objective? Specify the stage the site is in for achieving/completing this objective.

Task(s)/Project(s): What specifically will be conducted during Year 2 to achieve said objective. Identify efforts underway and any new efforts or programs, including both Weed and Seed-funded and non-Weed and Seed-funded efforts, which will respond to the issue. Emphasis should be placed on activities that represent collaborative efforts among various federally and non-federally funded programs, especially any jointly funded programs, whether or not they are funded under the Weed and Seed Program.

Implementation Plan: When did or will this task/project begin, and what is the anticipated completion date of this task/project? Name responsible/implementing party for the task/project.

Outcome Measure(s): What standard of measurement will be utilized to assess the progress toward this goal or objective based upon the task/project conducted during this 12-month period? Focus on the **results** ("outcomes") you intend to achieve and how those results will be objectively measured.

Funding Support: Identify the source(s) of funding to support the activities including non-Weed and Seed funds. Also, identify the section in the budget detail that reflects the Weed and Seed funds allocated in support of the activities.

Transition Plan(s): Applicants should indicate where various programs are being transferred and institutionalized into existing, redefined or new community or state agencies (e.g., reentry services managed by the community correctional center).

c. Identification of New Effort(s): Identify in general terms a minimum of one Weed and one Seed effort which will begin in Year 3 to build upon current activities.

d. Accomplishments of Project(s): 1) State the number of years each project will be supported with Weed and Seed funds; 2) Identify the percentage of Weed and Seed funds contributed to the sustainment of each project implemented in this area; and 3) Identify non-Weed and Seed contributors and the percentage of their contribution to the project.

3. Capabilities and Competencies

a. Management and Organizational Capability: The discussion must include the following: a) A brief statement defining the role and responsibility of the fiscal agency; b) A brief statement defining the role and responsibility of the Steering Committee; c) **A list clearly identifying each member of the Steering Committee, including name, title, organization, phone number, and contribution to furthering the goals and objectives of the Weed and Seed strategy;** d) An organizational chart that includes reporting sequence for site coordinator; and e) Description of the process by which a program is chosen to be funded, and how decisions are ratified by the Steering Committee.

b. Coordination

The Federal Role: Provide a brief narrative describing the activities the U.S. Attorney's Office and other Federal agencies will lead or participate in.

Collaborations: List and describe the strategy effort's current collaborations among agencies, organizations, residents, non-profits, and other stakeholders. **The discussion should include whether or not the designated area falls within a Federal, state, or local Empowerment Zone (EZ), Enterprise Community (EC), Renewal Community, Hope VI (HUD), or Brownfields (EPA) area. Additionally, if applicable, please discuss specific coordination with Project Safe Neighborhoods (DOJ), Drug-Free Communities (SAMHSA), and the State Department of Corrections and/or Juvenile**

Justice Agency in the implementation of the Prisoner Reentry Initiative (PRI) funded in your state. The summary should include the name of participating agencies/entities, name of agency representative, activities conducted by the agency that contribute to the achievement of Weed and Seed goals and objectives, funding contribution, and in-kind resources.

4. Impact/Outcomes and Evaluation/Performance Measures Data Collection Plan

a. Strategy Assessment: Describe methods to be used for tracking, monitoring, and reporting progress, and evaluating the strategy. Focus on the **results** (“outcomes”) you intend to achieve and how the achievement of each result will be objectively measured and reported in accordance with the performance measures and GPRA requirements. The *Training and Supplemental Materials for 2009 Weed and Seed Continuation Funding Applicants* at www.ojp.usdoj.gov/ccdo/funding/appl_kit.html contains instructions to assist applicants in the preparation and submission of the GPRA.

b. Sustainability: There is no guarantee of continuation funding. Therefore, applicants are required to include a statement describing in detail their capacity to continue the strategy after Weed and Seed funds are no longer available. ***In addition, Weed and Seed funding applicants are required to identify other funding sources. By the end of the 5-year funding eligibility period, leveraged funding should equal or exceed \$875,000.***

5. Budget

See “Budget and Budget Narrative” section on page 18 for a description of the budget requirements.

Review Process

OJP is committed to ensuring a standardized process for awarding grants. CCDO reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with program or legislative requirements as stated in the solicitation.

Additionally, FY 2009 CCDO funding decisions for Continuation sites will be based on availability of appropriated funds, a consideration of the cycle of awards made to the site (a site will receive only one award per fiscal year), the site's unobligated balances of CCDO funds from prior awards, compliance with the requirements and conditions of this solicitation, past performance, past awards, and all OJP reporting requirements (including GPRA reporting every year, even if a Continuation site is not submitting a funding application in a given year).

Absent explicit statutory authorization or written delegation of authority to the contrary, all final grant award decisions will be made by the Assistant Attorney General (AAG), who may also give consideration to factors including, but not limited to, underserved populations, strategic priorities, past performance, and available funding when making awards.

Additional Requirements

Successful applicants selected for award must agree to comply with additional applicable requirements prior to receiving grant funding. We strongly encourage you to review the information listed below pertaining to these additional requirements prior to submitting your application. Additional information for each can be found at http://www.ojp.usdoj.gov/funding/other_requirements.htm.

- Civil Rights Compliance
- Funding to Faith-Based Organizations
- Confidentiality and Human Subjects Protection
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) compliance
- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-Supplanting of State and Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of Justice Programs [Financial Guide](#)
- Suspension or Termination of Funding
- Non-Profit Organizations
- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006